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City of
Saskatoon

OPPORTUNITY PROFILE

Chief Human Resources Officer

About the City of Saskatoon

The City of Saskatoon is located in central Saskatchewan, in Treaty 6 Territory and the Homeland of the Métis. The name “Saskatoon” comes from the Cree word *misâskwatômina*, meaning a sweet purple berry which still grows in the area.

Home to approximately 300,000 people, Saskatoon is Saskatchewan’s largest city. The South Saskatchewan River runs through the city’s core, creating a stunning river valley managed by the Meewasin Valley Authority—widely regarded as one of the finest urban natural spaces in North America. Saskatoon is also home to Wanuskewin, an award-winning National Historic Site and a nominee on Canada’s Tentative List for UNESCO World Heritage Sites.

Saskatoon is a growing and diverse city. Throughout its history, it has welcomed people from all over Canada and the world. Over 60 different neighbourhoods, each with its own unique characteristics, make up the community.

Saskatoon is an attractive and friendly city with a diverse economy, low unemployment, a healthy real estate market, and rising incomes, which are all contributing to steady growth.

For more information about the City of Saskatoon, please visit: www.saskatoon.ca and www.discoversaskatoon.com

The Opportunity – Chief Human Resources Officer

Reporting to the City Manager, the Chief Human Resources Officer (CHRO) leads the strategic direction and operational excellence of the City of Saskatoon’s Human Resources function. As a member of the Executive Leadership Team, the CHRO is responsible for aligning people, processes, and policies with the City’s values and strategic priorities. This role fosters a culture of inclusion, innovation, and high performance across a diverse, unionized workforce and champions the City’s High Performing Organization (HPO) model.

Key Roles & Responsibilities

Strategic Leadership

- Serve as the principal advisor to the City Manager and City Council in all human resource matters.
- Participate fully as a member of the Executive Leadership Team, contributing to corporate planning and decision-making.
- Develop and implement integrated HR strategies that support organizational goals, workforce sustainability, and cultural transformation.
- Champion organizational design, change management, and strategic planning initiatives aligned with HPO principles.
- Use workforce data and analytics to evaluate HR effectiveness and guide evidence-based decision-making.

Labour Relations and Governance

- Lead all labour relations activities, including collective bargaining, contract administration, and union engagement.
- Ensure compliance with employment legislation, collective agreements, and internal policies.
- Maintain effective working relationships with union leadership, provincial officials, and external partners.

Talent, Culture, and Engagement

- Oversee talent acquisition, performance management, learning and development, succession planning, and leadership development.
- Promote a workforce culture grounded in equity, diversity, inclusion, reconciliation, and psychological safety.
- Lead initiatives that enhance employee engagement, wellness, and retention.
- Establish meaningful feedback mechanisms to ensure employee voices inform continuous improvement.

Operational Excellence

- Direct compensation, job evaluation, benefits administration, pension oversight, and HR information systems.
- Ensure efficient, consistent, and responsive HR service delivery across departments and Boards.
- Develop and modernize HR policies, procedures, and programs.
- Prepare and manage the HR department's budget and annual work plan.
- Partner with Communications to strengthen internal awareness of HR initiatives and successes.

The Person

Education & Professional Qualifications

- Bachelor's degree in human resources, Business Administration, or a relevant field; a graduate degree is preferred.
- Chartered Professional in Human Resources (CPHR) designation or willingness to obtain.
- Extensive and progressive leadership experience, including senior management in a unionized environment.

Experience and Expertise

- Demonstrated success in strategic leadership within large, complex organizations.
- Extensive experience in labour relations, organizational development, and leading cultural change.
- Strong financial acumen, including oversight of complex budgets and performance metrics.
- Demonstrated commitment to equity, diversity, and inclusion.
- Demonstrated ability to apply contemporary, creative and innovative solutions to organizational human resource issues.
- Demonstrated ability to establish and maintain effective and positive working relationships with all levels of civic staff, elected officials, unions, government agencies, media and the public.

Knowledge, Skills & Attributes

Strategic HR Leadership: Aligns people strategies with organizational priorities and future workforce needs. Positions HR as a trusted strategic partner at the executive and governance levels.

Labour Relations and Governance Expertise: Demonstrates credibility and sound judgement in unionized environments, collective bargaining, policy interpretation, and legislative compliance.

Equity, Diversity, Inclusion, and Reconciliation: Champion inclusive, equitable, and culturally responsive practices. Applies a reconciliation lens to HR policies and actively works to reduce systemic barriers.

Change and Organizational Effectiveness: Leads complex change initiatives with clarity and empathy. Supports leaders and employees through transformation while sustaining performance and engagement.

Leadership and People Development: Builds trust, empowers leaders, and fosters professional growth. Creates conditions for high performance, accountability, and shared leadership.

Influencing Others: Leverages expertise, credibility, and constructive dialogue to guide decision-making. Builds alignment on key HR strategies, navigates complex situations with diplomacy, and effectively advances organizational priorities.

Innovative Thinking: Introduces fresh ideas and modern approaches to HR programs, systems, and processes. Identifies opportunities for improvement, encourages creativity, and champions solutions that add measurable value to the organization.

Accountability and Commitment: Models integrity, sound judgment, and follow-through. Takes responsibility for decisions and outcomes, sets clear expectations, and ensures HR practices uphold both organizational values and high standards of public service.

Planning and Organization: Structures work effectively by prioritizing tasks, coordinating resources, and maintaining efficient processes. Ensures HR operations are well organized and capable of delivering timely, high-quality services.

Analytical Thinking and Problem Solving: Evaluates complex issues using sound evidence, data, and professional insight. Identifies root causes, assesses risks, and develops balanced, practical solutions that support both organizational goals and workforce needs.

Strategic Orientation: Aligns HR strategies with the City's long-term direction. Anticipates future workforce requirements, positions HR as a strategic partner, and ensures decisions contribute to sustainable organizational success.

Managing Change: Leads transitions with clarity and empathy. Plans and implements change initiatives effectively, supports employees and leaders through periods of adjustment, and helps the organization adapt to new expectations and evolving priorities.

Compensation

A competitive compensation package, including an attractive base salary and excellent benefits, will be provided. Further details will be discussed in a personal interview.

Express Your Enthusiasm

Leaders International values diversity, equity, and inclusion in all aspects of our operations. Candidates are invited to contact us directly with any accommodation requests.

To apply, please email your cover letter and resume (PDF or Word document only—preferably as one document) to **Sonny Kapoor, Jessica Park or Deepthi Koshy** at apply@leadersinternational.com, indicating the job title in the subject line.

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www.leadersinternational.com